

**KITTITAS COUNTY
CDS STUDY SESSION MINUTES
COMMISSIONERS' AUDITORIUM, 205 WEST 5th ROOM 109
Regular Meeting**

MONDAY

1:30 PM

June 12, 2023

Board members present: Chairman Cory Wright, Vice-Chairman Brett Wachsmith and Commissioner Laura Osiadacz.

Others: Jamey Ayling, Toni Berkshire, Jeremy Larson, Steph Mifflin and Jessica Miller, Community Development Services; Mark Cook, Arden Thomas, and Rebecca Cruse, Public Works; Neil Caulkins, Deputy Prosecutor; and two (2) members of the public.

At 2:05 pm Chairman Wright opened the Community Development Services Study Session.

CITIZEN COMMENTS (1 MIN. TIME LIMIT)

CODE ENFORCEMENT PHONE COMPLAINT DEPARTMENTAL POLICY

Interim CDS Director Mark Cook provided an update on the abatement progress and introduced the item to the BoCC. Mark Cook asked the Board to consider if any employee would be taking the complaint calls or just the employees within the Code Enforcement Division. Code Enforcement Officer Toni Berkshire provided an overview of the proposed internal policy and what is needed to properly investigate complaints. Deputy Prosecutor Neil Caulkins provided a response regarding our liability with taking complaints over the phone. Discussion occurred regarding the needs to proceed with this proposed policy. The BoCC has received many forwarded emails commenting on the good work that has come from the Code Enforcement Officer Berkshire. The BoCC directed staff to provide some financial costs and information on the amount of work and potential additional resources needed to assist the division. This item will be revisited at a future study session.

AFFORDABLE HOUSING MASTER PLAN CONSULTANT SELECTION DISCUSSION

CDS Building Official Jeremy Larson stated that a public notice was sent out at the end of April 2023 seeking qualifications

from licensed designers to aid and help build plans for a county sponsored master plans for affordable housing and ADU program. CDS received one application before the end of deadline. Based on the information provided by the applicant, it is uncertain if they have a lot of experience with building affordable housing. The BoCC direction is to hold an interview and check references. The interview will include discussing how they plan to keep costs down and make the building of the houses affordable for people. Jeremy Larson will appoint a committee for the interview.

2023 COMPREHENSIVE PLAN AMENDMENT DOCKET

CDS Planning Manager Jamey Ayling provided an overview of the items on the upcoming Comprehensive Plan amendment docket. The cutoff date is June 30th for items to be added.

OTHER BUSINESS - No Action to be taken


There was no other business.

Meeting concluded at 2:31 p.m.

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Jessica Miller



Cory Wright, Chairman